



Terry Walters, Chairman
(Sage and Gladwin City)
Don Birgel, Vice-Chairman
(Grout, Beaverton City,
Beaverton)
Sharron Smith, District 4
(Buckeye, Hay & Tobacco)
Chuck Hinman, District 1
(Sherman, Butman, Clement
Gladwin Township)
Sandra Aultman, District 3
(Bentley, Billings, Bourret,
Grim & Secord)

December 13th, 2016 9 a.m.

Board Agenda

- A. Call to Order/Chair
- B. Pledge of Allegiance/Prayer
- C. Roll Call-Excuse Absent Members

CONSENT AGENDA

Approval of board Minutes November 22, 2016

- D. Corrections or Additions to the Consent Agenda
- E. Reading of Cash Balances
- F. Finance Reports/ Claims and Accounts General Fund
- G. Public comments
- H. Communications

I. Miscellaneous

J. Old Business

K. New Business

Agreement for Extension Services

Letters to Approve Construction Codes Joh Reid, Greg Uhl

L. Chairman Comments: Prosecutor working for City

M. Board Member Comments/ Reports

Hinman: Meetings/Budget

Smith: Meetings/Phone

Birgel: Meetings/ Budget

Aultman: Meetings

N. Public Comments

O. Receive and File

Data 12-7-16

Finance 12-7-16

P. Adjournment

Individuals with disabilities requiring auxiliary aids or service at the meeting should contact the Board Secretary's office at (989) 426-4821

12/13/16

Commissioner Minutes of November 22, 2016

The Gladwin County Board of Commissioners met in Regular Session on Tuesday, November 22, 2016. The meeting was called to order at 9:00 a.m. by Chairman Walters. The Pledge of Allegiance was recited and a short prayer was given. Roll call found all Commissioners present.

There were no changes or additions to the agenda. *Motion by Commissioner Smith, supported by Commissioner Hinman, to proceed with the consent agenda as prepared, with the approval of the minutes of the November 8th meeting and the November 17th Committee of the Whole meeting minutes. Ayes carried, motion passed.*

The cash balances were then read by Commissioner Birgel. *General Fund - \$967,729.01.*

Josh Reid and Julie Jarosiewicz, City County Transit and Council on Aging, came before the Board discuss grant funding and give an update. Mr. Reid spoke on the contract prepared for the use of the balance of grant funding. The grant for the van with a lift was not used in full, with STP funds the agency is allowed to use the balance of the funding for telephones, technology or upgrades. He would like the use the balance of these funds to add a line for telecommunication equipment. Mr. Reid then gave an update on the transit program and the additional services they are able to provide for non-emergency medical transportation, veterans transportation and hours for Saturday service. Ms. Jarosiewicz, spoke on the elevator repairs at Maple Manor, noting all tenants and emergency services contacts have been notified of the elevator shut down. Ms. J spoke on the outside improvements to Maple Manor, commenting on the beautiful work by Freeman Nursery and the senior programs. Discussion. Motion by Commissioner Smith, supported by Commissioner Hinman, to adopt the resolution in support of project 127672 for City-County Transit. Roll call vote as follows: Hinman – yes, Walters –yes, Aultman –yes, Smith –yes, Birgel –yes. Ayes carried, resolution 2016-019 declared adopted.

Public Comments:

Madalyn Hubble, Beaverton Township Clerk, spoke on the proposed reductions in the Clerk and Treasurer's Offices. Ms. Hubble provided a copy of the statute of duties for the Clerk, Treasurer and Equalization and asked that the public and Board should be able to view a budget before a decision is made.

Laura Flach, Sage Township Clerk, also commented on the reductions in the two offices, noting the essential role each office plays in government. Ms. Flach stated that cutting staff in both of these offices "slashes" your infrastructure by cutting core services. The impact on the County election process would be devastating, as there are so many portions of ballot preparation that only the County has done, noting the Township Clerks do not have the knowledge, staffing or time to complete these tasks. Ms. Flach finished by saying that the cutting of these services will cost more in the reduction to revenue compared to the savings.

Kathy Wilton, Secord Township Clerk, spoke on the impact to her Township with the reductions in the Clerk and Treasurer's Offices. Ms. Wilton also spoke on the "non-impact offices" versus the Clerk and Treasurer providing the core services for the County. Ms. Wilton asked that the Board look at what truly impacts the people of this community the most before making any cuts.

Darlene Showalter, Grim Township Clerk, stated that she has been the Clerk of a small Township for the past 30 years and could not have functioned without the services that are provided by the County Clerk's Office. Ms. Showalter stated that the added work on the Townships based on the proposed reductions will impact the whole community.

Sharon Hobin, Butman Township Clerk, spoke on the new election equipment that would be implemented in 2017 and the need for the Clerk to handle training. Ms. Hobin also stated that her Township recently went to two precincts for the handling of AV ballots, noting the Clerk assisted her in setting up that precinct.

Kristie Simrau, newly elected Gladwin Township Clerk and past Sage Township Clerk stated that it has been her experience that the Clerk's Office handles many things for the Township, making sure they are well equipped with everything they need and all the training of the inspectors. Ms. Simrau works in the Courthouse and sees everything that their office is responsible for, and does not feel that they are overstaffed.

Commissioner Smith thanked those for attending and for expressing their concerns, stating that they don't always recognize the other side of these topics.

Chairman Walters stated that he also appreciates each of everyone's thoughts and concerns.

Commissioner Aultman commented that as a former Township Clerk, she appreciates the thoughts and concerns of those in attendance.

Commissioner Hinman thanked those for attending and for their additional information.

Finance Matters – Commissioner Birgel:

1. The committee has reviewed the policy on purchases over \$500.00 and would like to remind each department that all purchases, including supply orders through Quill, are subject to the \$500.00 rule. Discussion.
2. There are two open billings from Clare County for the payment of Friend of the Court and Court Administrator wages and fringes. Discussion that the Board was not aware of the increase at the time of combination and was told that it would be a "small bump". Commissioner Hinman commented that this is why there is a Court Management Committee now to oversee the finances and policies. *Motion by Commissioner Hinman, supported by Commissioner Birgel, to pay the bill for the Court Administrator's wage and fringe.* The Friend of the Court reimbursement will be tabled until a meeting can be set with the Courts. Treasurer VanTiem stated that both of these positions are subject to State reimbursement, and would caution them on not making payments. Ayes carried, motion passed.
3. Prosecutor, Aaron Miller, has requested to purchase a new computer for his office. The machine is \$1,145.00 and will be paid from 101-229-831.001 once approved. *Motion by Commissioner Birgel, supported by Commissioner Smith, to approve the purchase as outlined.* Ayes carried, motion passed.
4. The Prosecutor has also requested the following budget amendment to his office. Reduce 101-229-707.000 by \$4,003 and increase the following lines: \$3,000.00 to 101-229-727.000, \$250.00 to 101-229-801.000, \$150.00 to 101-229-831.001 and \$200.00 to 101-229-850.000. *Motion by Commissioner Birgel, supported by Commissioner Aultman, to approve the budget amendments as requested.* Ayes carried, motion passed.

5. Two individuals would like to make a donation of hours to an employee in Clerk's Office who is off on medical leave. Constance Thurlow-White, 20 hours and James Maveal, 35 hours. *Motion by Commissioner Birgel, supported by Commissioner Hinman, to allow the Clerk to make the adjustments as requested.* Ayes carried, **motion passed.** Commissioner Smith commended those employees for giving hours in support of another employee, noting there are good people that work here.

Treasurer, Christy VanTiem and Kim Halis, Equalization Director, brought before the Board 2016 Apportionment Recap Totals for approval and discussion. Treasurer VanTiem explained that there was a change in the Drain levies for 2016 and that they assessed \$513,479.02 per the Drain Commissioner. Ms. Halis described the apportionment report as a tool for the Board and allows the taxes to be spread on the tax rolls. Discussion. *Motion by Commissioner Hinman, supported by Commissioner Smith, to accept the apportionment report as presented.* Roll call vote as follows: Walters – yes, Aultman – yes, Smith –yes, Birgel – yes, Hinman – yes. 5 yes, 0 no. Ayes carried, **motion passed.**

Chairman Walters commented on the MSU agreement, noting nothing has changed with the agreement, but they will be tight on funding by the end of the millage. The Chairman then spoke on the reimbursement grant for \$5,000 for spay and neuter for the Animal Shelter. *Motion by Commissioner Birgel, supported by Commissioner Aultman, to allow the Chairman to sign the grant agreement as presented.* Ayes carried, **motion passed.**

Chairman Walters then read the list of appointments that needed to be made to the Zoning Board of Appeals, Construction Codes Board of Appeals and Planning Commission Boards as listed:

Donald Kehoe, Construction Codes Board of Appeals – 12-31-2018 expiration

Jack DeRosa, Zoning Board of Appeals – 12-31-2019 expiration

Ron Brabon, Zoning Board of Appeals – 12-31-2019 expiration

Don Birgel, Planning Commission – 12-31-2019 expiration

Marsha Smith, Planning Commission – 12-31-2019 expiration

Richard Buell, Planning Commission – 12-31-2019 expiration

Michael Bassage, Planning Commission – 12-31-2019 expiration

Motion by Commissioner Birgel, supported by Commissioner Aultman, to accept the appointments as listed. Ayes carried, **motion passed.**

Commissioner Reports by District –

Commissioner Hinman reported:

- That he has attended four Township meetings in the past two weeks.
- On attending the Road Commission meeting yesterday.
- That he will be meeting with the Clerk and Treasurer regarding the budget tomorrow.

Commissioner Smith reported:

- That she attended the Hay Township meeting on November 10th, noting they are doing well with the new members serving in different capacities.
- On the Tobacco Township meeting on November 14th, noting sad news that Supervisor Bill Clark has sold his home and will be moving to Fenton and he will be missed. The Election went well with repairs being handled by the professional

from Election Source. Commissioner Smith stated she was glad to see Tobacco Township highly supported our local candidate for County Clerk, Laura Brandon-Maveal.

- On attending the HSCB meeting on November 15th. Beaverton's Holiday Hunt was successful with between 320-350 shoppers. Check out the naughty / nice lists in the window of Flower Scents. For a \$5.00 donation you may add anyone to either list, or both, if you choose. Money from the program goes back to the Beaverton DDA projects.
- The Library Board meeting was also on the 15th. The Library is doing well in attendance for programs and usage of in-house computers and wireless.
- On the Buckeye Township meeting on November 16th, noting discussion on assessor responsibilities.
- That she attended the Finance and Department Head meetings on November 17th and the final part of the meeting with USDA about the loan.
- The Rifle and Pistol Club has 218 firearms sighted in over the open days, noting the group is still trying to overcome the loss of our president, Jim Primeau. Prayers are going out to the family.
- That she would like to wish everyone a Happy Thanksgiving.

Commissioner Birgel reported:

- That he has been working on the 2017 budget. There is a \$162,000 deficit for 2017 insurance rates and the County's MERS is only funded at 66%. The IT services are over budget for 2016 and they are also working to resolve this issue.
- On the issues being addressed with USDA on funding issues for the much needed loan. Commissioner Birgel commented that the savings on the natural gas and utilities will cover the expense of the loan payment. More information will be reported back to the Board as they have more information.

Commissioner Aultman reported:

- On attending the Veterans Ceremony, noting it was very nicely done.
- That she has attended her Township meetings. Grim Township has a new Clerk, noting Darlene Showalter will be missed. There will be a new Clerk and Supervisor in Billings Township.
- On the Airport meeting, commenting that there is not much going on, as the new hanger project is on hold.
- That the EDC committee is looking for a medical building location for urgent care in the Gladwin area.
- Karen Blonde from the Housing Commission is working on the cleanups/teardowns of 13 parcels in various areas through grant funding. Discussion.

Comments from the Chairman:

- That he was unable to attend the Sage Township meeting because he had another obligation.
- The Veterans program went well and that Krystal Peck did a great job organizing the event.
- That the committee is working on funding to install the new boiler, hoping to save up to 50% on energy costs to make the payments on the boiler.
- That he would like to wish everyone a Happy Thanksgiving.
- On his thanks to everyone who participated today, noting he is confident that their input will be used.

- That he attended the City of Gladwin meeting last night.

Public Comments – none at this time.

Motion by Commissioner Smith, supported by Commissioner Hinman, to receive and file various correspondence and reports. Ayes carried, motion passed.

Motion by Commissioner Aultman, supported by Commissioner Hinman, to adjourn. Ayes carried, motion passed. Meeting adjourned at 9:54 a.m., until the next regular Board meeting on December 13, 2016 at 9:00 a.m., unless otherwise ordered.

Laura Brandon-Maveal
County Clerk

Terry Walters
Chairman

Gladwin City-County Transit

615 Weaver Court, P.O. Box 498, Gladwin, Michigan 48624
Phone: (989) 426-6751 Fax: (989) 426-5947



RESOLUTION OF INTENT

Resolution# 2010-019

The following resolution was offered by Smith

And supported by Himmel

Be it resolved, that the County of Gladwin does hereby approve the proposed Contract submitted by the Michigan Department of Transportation.

Be it resolved that Terry Walters, Board Chairman and Josh Reid, Transportation Director be authorized and directed to execute Contract No. 2012-0083 Project No. 127672, Auth No. P10/R1 for and on behalf of the County of Gladwin.

Resolution Declared Adopted.

CERTIFIED

Laura Brandon-Maveal

Laura Brandon-Maveal
County Clerk

November 22, 2010

Date

Equal Opportunity Service Organization

Date: October 28, 2016
Agreement No.: 2012-0083
Authorization No.: P10/R1
Project No.: 127672
Agenda: MA

**REVISED PROJECT AUTHORIZATION
GLADWIN COUNTY BOARD OF COMMISSIONERS
FY 2015 SECTION 5311 CAPITAL
FORMULA GRANTS FOR RURAL AREAS PROGRAM/
SURFACE TRANSPORTATION PROGRAM**

This information is required by the Michigan Department of Transportation (DEPARTMENT) in order to record agreement of utilization of funds provided by the Federal Transit Administration, United States Department of Transportation and the DEPARTMENT. The funds provided shall be used by the AGENCY in accordance with the above referenced Master Agreement.

Authorization Effective Date: September 25, 2015
Authorization Expiration Date: September 24, 2018
Fiscal Year of Effective Contract Clauses: 2015

The Federal grant associated with the PROJECT AUTHORIZATION is MI-85-X006-02.
Award Year: 2015 Federal Item Number: WK0056

The Data Universal Numbering System (DUNS) number for the AGENCY is 620239822.

The Catalog of Federal Domestic Assistance Number for the Federal Transit Administration Formula Grants for Rural Areas Program is 20.509.

The AGENCY will be financially and legally responsible for the terms and conditions of the Special Section 5333(b) labor warranty as agreed to in your annual application. The Special Section 5333(b) warranty can be found at: www.dol.gov/dol/esa/public/regs/compliance/olms/13factsheet.htm.

The AGENCY agrees to prepare and submit to the DEPARTMENT quarterly milestone reports for Section 5311. Reports are due 10 days after the end of each quarter.

Timely Expenditure of Funds

The funds included in this PROJECT AUTHORIZATION must be obligated (i.e., place orders for buses, issue third party contracts, purchase equipment, complete facility improvements) within six months of receiving an awarded PROJECT AUTHORIZATION. If funds have not been obligated within twelve months, the DEPARTMENT may cancel this PROJECT AUTHORIZATION and the AGENCY will no longer have access to the funds. The DEPARTMENT will not extend this PROJECT AUTHORIZATION beyond three years except for very unique circumstances as determined by the DEPARTMENT. The DEPARTMENT will allow for additional time for new facility construction projects if sufficient progress is being made to complete the project.

Gladwin County Board of Commissioners
Agreement No.: 2012-0083
Authorization No.: P10/R1
Project No.: 127672
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The purpose of Revision 1 is to add a line for telecommunication equipment and adjust funding among the line items.

<u>Item</u>	<u>Federal</u>	<u>State</u>	<u>Total</u>
<u>Vehicle equipment:</u>			
Propane conversion (830)	\$ - 0 -	\$ - 0 -	\$ - 0 -
<u>Revenue vehicles:</u>			
One replacement van with lift (823)	29,730	7,432	37,162
<u>Terminal/office equipment:</u>			
Telecommunication equipment (801)	<u>2,270</u>	<u>568</u>	<u>2,838</u>
Total	\$32,000	\$8,000	\$40,000

Funding sources:

2015/7509 \$32,000 (F)
2015/7520 \$ 8,000 (S)

PRF Nos.: 2015-284
2017-12

GLADWIN COUNTY BOARD OF COMMISSIONERS


Signature

Terry Walters, Board Chairman
Print Name and Title:


Signature

Josh Reid, Transportation Director
Print Name and Title:

MICHIGAN DEPARTMENT OF TRANSPORTATION

Title: Department Director

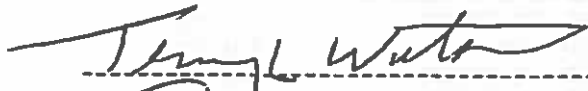
REPORT OF COMMITTEE OF COMMISSIONERS
ON CLAIMS AND ACCOUNTS

GLADWIN COUNTY
DATED AT 12/13/2016

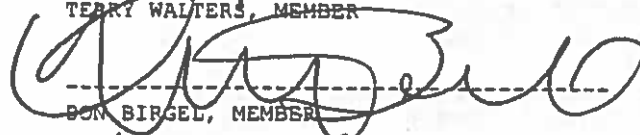
TO THE HONORABLE BOARD OF TRUSTEES:

YOUR COMMITTEE ON CLAIMS AND ACCOUNTS WOULD RESPECTFULLY SUBMIT THE
FOLLOWING AS THEIR REPORT AND DO HEREBY RECOMMEND THAT SEVERAL AMOUNTS
SCHEDULED HEREIN BE ALLOWED, ALSO THAT THE CLERK OF THIS BOARD BE AUTHORIZED TO
DRAW ORDERS ON THE COUNTY TREASURER FOR THE SAME.


COMMITTEE ON CLAIMS AND ACCOUNTS



TERRY WALTERS, MEMBER



DON BIRGEL, MEMBER



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Department: 101 COMMISSIONERS

CULLIGAN WATER CONDITIONING	SUPPLIES & PRINTING	55.00
DIELECTRIC	CONTRACTURAL SERVICES	42.00
GLADWIN COUNTY RECORD	PUBLICATIONS	98.28
KELLER THOMA	ATTY EXPENSE -CT. & LABOR ACTI	367.30
QUILL CORPORATION	MISCELLANEOUS	35.99
Total: 101 COMMISSIONERS		598.57

Department: 131 CIRCUIT COURT

CORBETT & KREISHER PLLC	COURT APPOINTED ATTORNEYS	3,600.00
DANA B. CARRON	COURT APPOINTED ATTORNEYS	799.85
KIMBERLY FINK	COURT APPOINTED ATTORNEYS	3,100.00
LOUIS J. WILLFORD, ATTY.	COURT APPOINTED ATTORNEYS	4,500.00
MARTINEAU, HACKETT, O'NEIL & KLA	COURT APPOINTED ATTORNEYS	4,600.00
RHONDA REPERT	TRANSCRIPTS	41.00
ROBERT FREI	EQUIPMENT REPAIRS & MAINTENANC	150.00
ROBERT J. DUNN	COURT APPOINTED ATTORNEYS	1,020.88
SPARTAN STORES, LLC	JURY FEES	26.97
THOMPSON REUTERS - WEST GROUP	LAW BOOKS	303.35
Total: 131 CIRCUIT COURT		18,142.05

Department: 136 DISTRICT COURT

ARNIS SVANS	WITNESS FEES	67.20
BUSINESS INFORMATION SYSTEMS, IN	EQUIPMENT MAINTENANCE	305.00
CHRISTOPHER CROKER	COURT APPOINTED ATTORNEYS	1,200.00
CORBETT & KREISHER PLLC	COURT APPOINTED ATTORNEYS	2,150.00
DYLAN SKINNER	WITNESS FEES	15.60
KIMBERLY FINK	COURT APPOINTED ATTORNEYS	900.00
LINDA K. HAWKINS, CER-0668	TRANSCRIPTS	253.70
LINDA K. HAWKINS, CER-0668	TRAVEL - PROBATION & ALL OTHER	336.60
MARTINEAU, HACKETT, O'NEIL & KLA	COURT APPOINTED ATTORNEYS	300.00
MICHAEL SKINNER	WITNESS FEES	15.60
QUILL CORPORATION	SUPPLIES AND PRINTING	350.66
SPARTAN STORES, LLC	TESTING SUPPLIES	12.99
STABLES MALL PRINT SHOP	SUPPLIES AND PRINTING	583.00
Total: 136 DISTRICT COURT		6,490.35

Department: 141 FRIEND OF THE COURT

CLARE COUNTY TREASURER	MEMBERSHIPS AND SUBSCRIPTIONS	172.50
QUILL CORPORATION	SUPPLIES AND PRINTING	841.01
Total: 141 FRIEND OF THE COURT		1,013.51

Department: 148 FAMILY/PROBATE COURT

ANNETTE K HOWE	COURT APPOINTED ATTORNEYS	550.00
BUSINESS INFORMATION SYSTEMS, IN	EQUIPMENT MAINTENANCE	850.00
CHRISTAL J. RICHARDS	TRAVEL	60.48
CHRISTOPHER CROKER	COURT APPOINTED ATTORNEYS	550.00
CORBETT & KREISHER PLLC	COURT APPOINTED ATTORNEYS	550.00
DANIEL DUKE	COURT APPOINTED ATTORNEYS	75.00
DOUGLAS A. JACOBSON	COURT APPOINTED ATTORNEYS	550.00
LOUIS J. WILLFORD, ATTY.	COURT APPOINTED ATTORNEYS	550.00
MARTINEAU, HACKETT, O'NEIL & KLA	COURT APPOINTED ATTORNEYS	550.00
MI PROBATE JUDGES ASSOC	MEMBERSHIPS AND SUBSCRIPTIONS	200.00
QUILL CORPORATION	SUPPLIES AND PRINTING	238.63
R. BRENT RELLINGER	TRAVEL	564.30
RICHARD E. VOLLBACH, JR.	VISITING JUDGE	28.08
WALTER DOWNES	COURT APPOINTED ATTORNEYS	75.00

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Total: 148 FAMILY/PROBATE COURT 5,391.49

Department: 191 ELECTIONS

ELECTION SOURCE	ELECTION SUPPLIES	922.58
GLADWIN COUNTY RECORD	ELECTION SUPPLIES	613.82
Total: 191 ELECTIONS		1,536.40

Department: 215 COUNTY CLERK

ALEXANDER BUSINESS MACHINES	EQUIPMENT MAINTENANCE	100.16
QUILL CORPORATION	SUPPLIES & PRINTING	463.26
Total: 215 COUNTY CLERK		563.42

Department: 225 EQUALIZATION

GLADWIN ACE HARDWARE	SUPPLIES AND PRINTING	24.99
STATE OF MICHIGAN	MEMBERSHIPS AND SUBSCRIPTIONS	350.00
Total: 225 EQUALIZATION		374.99

Department: 229 PROSECUTOR

ANNETTE MERCER	TRAVEL	51.60
IT RIGHT	EQUIPMENT MAINTENANCE	8.35
KAYTI NEWMAN	SUPPLIES AND PRINTING	12.70
KELLY WRIGHT, RN	LEGAL/INVESTIGATIONS	700.00
MID MI. REGIONAL MED. CENTER	BLOOD TESTING - CRIMINAL	60.00
QUILL CORPORATION	SUPPLIES AND PRINTING	299.98
Total: 229 PROSECUTOR		1,132.63

Department: 236 REGISTER OF DEEDS

QUILL CORPORATION	SUPPLIES AND PRINTING	8.94
Total: 236 REGISTER OF DEEDS		8.94

Department: 253 TREASURER

UNDERGROUND SECURITY COMPANY	MICROFILMING	328.00
Total: 253 TREASURER		328.00

Department: 257 COOP EXTENSION

MICHIGAN STATE UNIVERSITY EXTENS MOA / CONTRACTUAL	718.43	
Total: 257 COOP EXTENSION		718.43

Department: 258 COMPUTERS

BS&A SOFTWARE	SOFTWARE SUPPORT	1,180.00
STEARNS BUSINESS SERVICES	CONTRACTURAL SERVICES	41.67
Total: 258 COMPUTERS		1,221.67

Department: 265 BUILDING & GROUNDS

ARNOLD SALES	CUSTODIAL SUPPLIES	536.63
CITY OF GLADWIN	UTILITIES	326.15
CRYSTAL FLASH	GASOLINE	91.57
GLADWIN ACE HARDWARE	CUSTODIAL SUPPLIES	23.43
GLADWIN ACE HARDWARE	BUILDING REPAIR & MAINTENANCE	29.13
GLADWIN ACE HARDWARE	EQUIPMENT MAINT/HEALTH DEPT	17.99
JIM'S AUTO PARTS	VEHICLE REPAIR AND MAINTENANCE	32.97
JIM'S AUTO PARTS	EQUIPMENT MAINTENANCE	15.97

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MIDLAND CHEMICAL COMPANY INC	CUSTODIAL SUPPLIES	239.49
REPUBLIC SERVICES #237	UTILITIES	151.62
RICK GHENT	CUSTODIAL SUPPLIES	8.48
VALLEY ROOFING INC.	BUILDING REPAIR & MAINTENANCE	321.00
VIC BOND SALES, INC.	BUILDING REPAIR & MAINTENANCE	36.92
Total: 265 BUILDING & GROUNDS		1,831.35

Department: 296 DUPLICATOR

QUILL CORPORATION	COPY/PRINT SUPPLIES	678.00
TEAM FINANCIAL GROUP, INC	COPY/PRINT CONTRACT	4,240.91
Total: 296 DUPLICATOR		4,918.91

Department: 297 TELEPHONE

JP COMMUNICATIONS	TELEPHONE EXPENSE	610.00
Total: 297 TELEPHONE		610.00

Department: 298 MAIL DEPARTMENT

CLARE COUNTY TREASURER	POSTAGE & SUPPLIES	7.11
GLADWIN COUNTY SHERIFF DEPT.	POSTAGE & SUPPLIES	30.84
MICHAEL J. GREER	POSTAGE & SUPPLIES	13.45
USPS	POSTAGE & SUPPLIES	500.00
USPS	METER RENTAL	215.00
Total: 298 MAIL DEPARTMENT		766.40

Department: 301 SHERIFF DEPARTMENT

CHROUCH COMMUNICATIONS, INC.	EQUIPMENT MAINTENANCE	220.50
CRYSTAL FLASH	GASOLINE	1,891.96
DORE CORPORATION	VEHICLE REPAIR	11.00
GARY'S TOWING	VEHICLE REPAIR	85.00
GLADWIN COUNTY SHERIFF DEPT.	TRAVEL	9.85
GRIMMETT'S AUTO BODY	VEHICLE REPAIR	220.00
LAFONTAINE FORD	VEHICLE REPAIR	652.70
MICHIGAN SHERIFFS' ASSOCIATION	MEMBERSHIPS AND SUBSCRIPTIONS	705.00
NYE UNIFORM CO.	UNIFORMS AND ACCESSORIES	549.87
PERFORMANCE PLUS QUICK LUBE	VEHICLE REPAIR	76.47
S&H ENGRAVING	UNIFORMS AND ACCESSORIES	29.00
S&H ENGRAVING	VEHICLE REPAIR	60.00
STATE OF MICHIGAN	COMPUTER REPAIR/MAINTENANCE	3,000.00
TASER INTERNATIONAL, INC.	EQUIPMENT MAINTENANCE	125.78
VERIZON WIRELESS	LEGAL/INVESTIGATIONS	50.00
Total: 301 SHERIFF DEPARTMENT		7,687.13

Department: 303 TRAFFIC ENFORCEMENT

CRYSTAL FLASH	GASOLINE	145.20
Total: 303 TRAFFIC ENFORCEMENT		145.20

Department: 316 416-SECONDARY ROAD PATROL

CRYSTAL FLASH	GASOLINE	216.43
PERFORMANCE PLUS QUICK LUBE	VEHICLE REPAIR/MAINTENANCE	41.98
Total: 316 416-SECONDARY ROAD PATROL		258.41

Department: 351 CORRECTIONS/JAIL

ALPENA PAPER & SUPPLY COMPANY	BUILDING MAINTENANCE	441.83
BLUE CROSS & BLUE SHIELD OF MI	HEALTH SERVICES	12,172.84

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BRATTON CLINIC	HEALTH SERVICES	798.00
CHROUCH COMMUNICATIONS, INC.	EQUIPMENT MAINTENANCE	192.00
CONCIERGE CORRECTIONS	HEALTH SERVICES	8,936.39
CROSSBAR ELECTRONIC CIGARETTES	CIGARETTE PURCHASE	1,800.00
GLADWIN ACE HARDWARE	BUILDING MAINTENANCE	25.77
GLADWIN COUNTY RECORD	SUPPLIES	101.18
GLADWIN COUNTY SHERIFF DEPT.	PRISONER TRANSPORTATION	15.49
IDNETWORKS	EQUIPMENT MAINTENANCE	1,995.00
LIFELOC TECHNOLOGIES	SUPPLIES	70.00
MIDLAND CHEMICAL COMPANY INC	BUILDING MAINTENANCE	857.31
NYE UNIFORM CO.	UNIFORMS AND ACCESSORIES	16.60
QUILL CORPORATION	SUPPLIES	451.38
STATE OF MICHIGAN	TETHER CONTRACT EXPENSE	24.00
STERICYCLE	JAIL NURSE SUPPLIES	198.26
TERMINEX	BUILDING MAINTENANCE	79.00
VALLEY ROOFING INC.	BUILDING MAINTENANCE	321.00
VIC BOND SALES, INC.	BUILDING MAINTENANCE	7.90
Total: 351 CORRECTIONS/JAIL		28,503.95

Department: 355 INMATE MEALS

CBM MANAGED SERVICES	INMATE MEALS	15,029.01
COOKS CORRECTIONAL	INMATE MEALS	67.90
MIDLAND CHEMICAL COMPANY INC	INMATE MEALS	757.59
RICK GHENT	INMATE MEALS	3.18
Total: 355 INMATE MEALS		15,857.68

Department: 371 CONSTRUCTION CODES

CRYSTAL FLASH	GASOLINE	174.18
Total: 371 CONSTRUCTION CODES		174.18

Department: 410 ZONING DEPARTMENT

CRYSTAL FLASH	GASOLINE	29.35
GLADWIN COUNTY RECORD	PUBLICATIONS	76.36
Total: 410 ZONING DEPARTMENT		105.71

Department: 422 E-911

ACTION INDUSTRIAL SUPPLY	SUPPLIES & PRINTING	130.15
QUILL CORPORATION	EQUIPMENT MAINTENANCE	23.39
Total: 422 E-911		153.54

Department: 426 EMERGENCY MANAGEMENT

CRYSTAL FLASH	GASOLINE	115.51
JIM'S AUTO PARTS	EQUIPMENT MAINTENANCE	38.13
JOANNA GARGIN	EQUIPMENT MAINTENANCE	135.66
QUILL CORPORATION	SUPPLIES & PRINTING	120.80
Total: 426 EMERGENCY MANAGEMENT		410.10

Department: 430 ANIMAL CONTROL

CAREY FRYE	SUPPLIES	350.00
CRYSTAL FLASH	GASOLINE	145.14
CRYSTAL FLASH	UTILITIES	500.73
GLADWIN ACE HARDWARE	SUPPLIES	19.01
Total: 430 ANIMAL CONTROL		1,014.88

Department: 631 SUBSTANCE ABUSE

12/09/2016 03:47 PM
User: LAURAB
DB: Gladwin County

INVOICE APPROVAL BY DEPT FOR GLADWIN COUNTY
EXP CHECK RUN DATES 12/13/2016 - 12/13/2016
BOTH JOURNALIZED AND UNJOURNALIZED
OPEN

Page: 6/6

MID STATE HEALTH NETWORK	MID STATE SUBSTANCE ABUSE	8,984.00
Total: 631 SUBSTANCE ABUSE		8,984.00

Department: 648 MEDICAL EXAMINER

HALL - KOKOTOVICH FUNERAL HOME	AUTOPSIES	1,575.00
MID. MI. REGIONAL GEMS	AUTOPSIES	150.00
SAGINAW COUNTY	AUTOPSIES	6,000.00
SISSON FUNERAL HOME	AUTOPSIES	600.00
SPARROW	AUTOPSIES	3,342.66
Total: 648 MEDICAL EXAMINER		11,667.66

Department: 661 MENTAL HEALTH-PUBLIC GUARDIANSHIPS

JANICE KAY SHEEHAN	MENTAL HEALTH-PUBLIC GUARDIANS	987.00
LAHOMA FRANTZ	MENTAL HEALTH-PUBLIC GUARDIANS	188.00
Total: 661 MENTAL HEALTH-PUBLIC GUARDIANSHIPS		1,175.00

Department: 682 VETERANS

ALICE PECK	VETERANS BURIAL	300.00
BETHANY NOKIELSKI	VETERANS BURIAL	300.00
CENTEC CAST MEATAL PRODUCTS	FLAGS	293.83
CITY OF GLADWIN	HEADSTONE PLACEMENT	150.00
HALL - KOKOTOVICH FUNERAL HOME	VETERANS BURIAL	300.00
JENNIFER SLABIC	HEADSTONE PLACEMENT	50.00
MARC SHURTZ	VETERANS BURIAL	300.00
SISSON FUNERAL HOME	VETERANS BURIAL	300.00
Total: 682 VETERANS		1,993.83

Department: 900 CAPITAL OUTLAY

QUILL CORPORATION	FRIEND OF COURT CAPITAL OUTLAY	209.95
Total: 900 CAPITAL OUTLAY		209.95

*** GRAND TOTAL ***	123,988.33
---------------------	------------

Finance Matters 12/13/2016

Don Birgel, Chairman

1. Mike Brubaker, 911 Administrator, has requested three training sessions for dispatchers. A motion is needed to approve the three trainings as listed:
 - i. Cindy Teffner – Homeland Security, online course in the amount of \$297.00.
 - ii. Jason Wendling – Suicide Intervention, online course in the amount of \$297.00.
 - iii. Jason Wendling – 911 Liability, online course in the amount of \$297.00.If approved, all trainings will be paid from 282-000-804.001.
2. Rick Ghent, Maintenance Supervisor, has replaced and repaired two man holes at the south end of the parking lot at a total of \$1,050.00. Due to this expense, a transfer in the amount of \$1000.00 should be moved from 101-265-933.000 to 101-265-935.002 to cover the expense. A motion is needed to allow for the payment of the bill to HCI in the amount of \$1050.00 and to make the above noted budget amendment.
3. The Chairman is in need of a new battery for his laptop. Quotes in the amount of \$69.99 from Genesis and \$135.00 from IT Right have been submitted. A motion is needed to accept the quote from IT Right for purchase.
4. Marianne Hill, Emergency Management Director, has secured funding from the State of Michigan for a new siren in Sage Township. Since the County must front the expenses, a motion would be needed to allow Ms. Hill to proceed with the project and to allow the expenses to be paid in 2017 with reimbursements from the State.
5. Amalgam has presented a new program for GIS services and updates for purchase on the website. This program will be mobile friendly and will be an additional \$1000.00 over the \$3500.00 program cost for the year. A motion is needed to approve the \$4500.00 annual contract with Amalgam for 2017.
6. Christy VanTiem, County Treasurer, would like to purchase a new scanner for her office in the amount of \$2990.00 from Graphic Sciences, where the quote from IT Right was over \$5000.00. A motion will be needed to allow this purchase from the Tax Reversion account.
7. The Prosecutor's Office needs a new expense line created for IV-D Co-op services. A motion is needed to allow the Clerk to create line item 101-229-835.002.

8. Darrell Schlese, Court Administrator, has requested additional funding for the Law Library (269 Fund). A total of \$1200.00 needs to be appropriated from the General Fund to the Law Library.

9. Several individuals have requested payout of unused PTO, or vacation time, per their union contracts:

- Chuck Peters – 95 hours of PTO time = \$1624.50 from 101-422-704.000
- James Maveal – 67 vacation hours = \$1482.71 from 101-430-703.000
- Stacey DeMoines – 35 vacation hours = \$576.10 from 101-253-705.000
- Michael Greer – 35 vacation hours = \$1110.20 from 101-136-704.000
- Terry Sarazin – upon retirement will be eligible for all PTO, and accrued PTO time that are on the books effective 1-22-17.

A motion will be needed to allow the Clerk to pay the above individuals on their anniversary date as outlined.

10. Tammy Lane, Treasurer's Office and Christal Richards, Probate Court have asked to donate hours to an employee in the County Clerk's Office who is on medical leave. Tammy Lane – 35 hours and Christal Richards – 14 hours. A motion is needed to allow the Clerk to transfer the hours as outlined.

11. There are four requests for online purchases that require the county credit card.

- Pretrial carbonless forms - \$236.06 from UPrinting.
- Business Cards - \$29.91 from Vistaprint
- Veterinary Scale - \$295.00 from Amazon
- Screen Privacy Filter - \$123.63 from Amazon

A motion will be needed to authorize the Clerk to use the credit card to complete these purchases for the Prosecutor and the Animal Shelter.

12. MERS has provided the County an option to disallow "service credit purchase" for groups within the MERS retirement system. (Opt Out Form attached) A motion is needed if the Board chooses to sign the Service Credit Purchase Opt-Out Form. This form also needs to itemize each MERS group this would apply to as part of their motion.

501 W. Cedar Ave., Gladwin, MI 48624

Non Emergency Phone: 989-426-9284

Or 1-800-553-0911 Fax: 989-426-5517

Email Address: ad911@gladwinco.com

Mike Brubaker Administrator

Karee Barlow Asst.



To: Gladwin County Finance Committee

From: Assistant Administrator Barlow

Date: 10/24/16

Re: Dispatch Training

I have scheduled Cindy Teffner for the 'Homeland Security' sponsored by the Success Communications. This is an on-line training with cost of the training at \$297.00.

I am seeking approval to pay this amount from the training fund line item:
282-000-804-001.

This training is approved by the State of Michigan 911 training. Training course numbers are: 911 Liability #SCC201303A.

Cost: \$297.00

An invoice will be submitted to the Clerk's office.

Karee Barlow

911 Assistant Administrator

Gladwin County Finance Committee
DEC 07 2016
Approved By

SUCCESS **COMMUNICATIONS**

HOMELAND SECURITY **THE TELECOMMUNICATOR'S ROLE**



1 DAY COURSE

SNC/NICOLAS Approved #SCC 201001A with Module II (c) Endorsement
Online Class SCC 201303A with Module II (c) Endorsement

Build upon your skills and understand the role of the Telecommunicator in Incident Command. Prepare yourself for large incidents by learning what to expect and who is accountable for what. Become confident through understanding in a large scale crisis.

"I will be more aware of key words used in calls of threats to homeland security."

~ Anthony Howe, Montcalm County Central Dispatch

"There were a lot of interesting subjects going on today. A lot of new ideas presented that I didn't know about - cool!"

~ Casey Nichols, Missaukee County Sheriff's Department

OUTLINE

- 1 Terms
- 2 Leadership and Management
- 3 Delegation of authority
- 4 Incident action plans
- 5 Command, Control and Communications
- 6 Staff Functions-Operations, planning, logistics, finance/administration
- 7 Facilities-What can I expect?
- 8 Responsibilities-Who's accountable for what?
- 9 Plans and agreements-Roles and how do I fit in?
- 10 Transferring Command
- 11 Summary

OBJECTIVES

- 1 Develop an understanding of the Telecommunicator's role in Incident Command.
- 2 Learn what to expect during a large incident and who is accountable for what.

501 W. Cedar Ave., Gladwin, MI 48624

Non Emergency Phone: 989-426-9284

Or 1-800-553-0911 Fax: 989-426-5517

Email Address: ad911@gladwinco.com

Mike Brubaker Administrator

Karee Barlow Asst.



To: Gladwin County Finance Committee

From: Assistant Administrator Barlow

Date: 11/21/16

Re: Dispatch Training

I have scheduled Jason Wendling for the 'Suicide Intervention' sponsored by the Success Communications. This is an on-line training with cost of the training at \$297.00.

I am seeking approval to pay this amount from the training fund line item:
282-000-804-001.

This training is approved by the State of Michigan 911 training. Training course numbers are: Online Suicide #SCC201302F.

Cost: \$297.00

An invoice will be submitted to the Clerk's office.

A handwritten signature in black ink, appearing to read "Karee Barlow".

Karee Barlow
911 Assistant Administrator

Gladwin County Finance Committee

DEC 07 2016

Approved By

A handwritten signature in black ink, appearing to be a stylized "JL".



1 DAY COURSE

SNC MC 0115 Approved #SNC 201001C with Module II (b) Endorsement
Online Class SNC 201302F with Module II (b) Endorsement

"It doesn't matter what agency you're from or equipment you have, EVERYONE can learn and apply something from this class."

- Casey Nichols, Missaukee County Sheriff's Department

"This class helped me find better ways to control the situation on a call and connect with a suicidal caller while still obtaining and relaying pertinent information to responders."

- Anthony Howe, Montcalm County Central Dispatch

501 W. Cedar Ave., Gladwin, MI 48624

Non Emergency Phone: 989-426-9284

Or 1-800-553-0911 Fax: 989-426-5517

Email Address: ad911@gladwinco.com

Mike Brubaker Administrator

Karee Barlow Asst.



To: Gladwin County Finance Committee

From: Assistant Administrator Barlow

Date: 11/21/16

Re: Dispatch Training

I have scheduled Jason Wendling for the '911 Liability' sponsored by the Success Communications. This is an on-line training with cost of the training at \$297.00.

I am seeking approval to pay this amount from the training fund line item: 282-000-804-001.

This training is approved by the State of Michigan 911 training. Training course numbers are: Online 911 Liability #SCC201302D.

Cost: \$297.00

An invoice will be submitted to the Clerk's office.

Karee Barlow
911 Assistant Administrator

Gladwin County Finance Committee

DEC 07 2016
Approved By

SUCCESS
COMMUNICATIONS

911 Liability.pdf
from Sheryl Aguelo (SC)

Sign In

**SUCCESS
COMMUNICATIONS**

911 LIABILITY



1 DAY COURSE

SNC/MCOLES Approved #SC C 200803A with Module II (c) Endorsement
Online Class SC C 201502D with Module II (c) Endorsement

Understand your liability risks from a 9-1-1 perspective. You will learn the different types of liability for yourself and your agency and how to reduce exposure to 9-1-1 liability.

"I am going to strive to be a better dispatcher and to aid my agency in strengthening our liability consciousness."

~ Scott Del Pozzo, Amherst Public Safety (MA)

"Liability is very important in the dispatch center. This information will be utilized very much."

~ Kimbertl Racicot, Westfield Police Department (MA)

OUTLINE

- 1 History of Liability
- 2 Legal Definitions
- 3 Types of Liability
- 4 Case Studies
- 5 Ways to Reduce Exposure to Liability

OBJECTIVES

- 1 Understand liability risks from a 9-1-1 perspective.
- 2 Learn about different types of liability related to the field
- 3 Learn ways to reduce exposure to 9-1-1 liability.

EXPENDITURE REPORT FOR GLADWIN COUNTY
PERIOD ENDING 12/31/2016

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 12/31/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
Dept 265-BUILDING & GROUNDS						
101-265-702.000	BUILDING MAINTENANCE SUPERVISOR	49,671.00	48,580.38	0.00	1,090.62	97.80
101-265-704.000	CUSTODIANS	44,374.00	38,261.16	0.00	6,112.84	86.22
101-265-706.004	OVERTIME	3,885.00	2,738.76	0.00	1,146.24	70.50
101-265-720.000	B&G FRINGE	44,431.00	38,626.28	0.00	5,804.72	86.94
101-265-727.000	CUSTODIAL SUPPLIES	8,000.00	6,655.69	0.00	1,344.31	83.20
101-265-756.000	GASOLINE	2,000.00	937.45	0.00	1,062.55	46.87
101-265-850.000	TELEPHONE	1,000.00	725.92	0.00	274.08	72.59
101-265-920.000	UTILITIES	70,000.00	63,148.55	0.00	6,851.45	90.21
101-265-930.000	BUILDING REPAIR & MAINTENANCE	20,500.00	12,427.20	0.00	8,072.80	60.62
101-265-930.001	BUILDING REPAIR/MAINT-SHF DEPT	2,000.00	1,080.30	0.00	919.70	54.02
101-265-930.002	BUILDING REPAIR/MAINT-HEALTH DEPT	2,000.00	1,051.77	0.00	948.23	52.59
101-265-932.000	VEHICLE REPAIR AND MAINTENANCE	1,000.00	412.71	0.00	587.29	41.27
101-265-933.000	EQUIPMENT MAINTENANCE	18,400.00	8,869.73	0.00	9,530.27	48.21
101-265-933.001	EQUIPMENT MAINT/SHERIFF DEPT	250.00	149.67	0.00	100.33	59.87
101-265-933.002	EQUIPMENT MAINT/HEALTH DEPT	2,000.00	1,816.41	0.00	183.59	90.82
101-265-935.000	GROUNDS CARE & MAINTENANCE	8,300.00	7,526.63	0.00	773.37	90.68
101-265-935.001	GROUNDS CARE/MAINT-SHERIFF DEPT	3,800.00	3,316.09	0.00	483.91	87.27
101-265-935.002	GROUNDS CARE/MAINT-HEALTH DEPT.	1,000.00	826.02	0.00	173.98	82.60
101-265-935.003	GROUNDS CARE & MAINT - TOWER	5,000.00	3,842.00	0.00	1,158.00	76.84

Total Dept 265-BUILDING & GROUNDS

TOTAL EXPENDITURES

Fund 101 - GENERAL FUND:
TOTAL EXPENDITURES

287,611.00
287,611.00
240,992.72
240,992.72
240,992.72
240,992.72

Transfer \$ 1000.00

FROM 101-265-933-000

TO 101-265-935-002

be new Hdr Repare.

R.G. 12/6/2016

101-265-935-002 R.G

HITE ☆ CONCRETE ☆ INSCHO

HCl Concrete Solutions

Jim 942-6583 ☆ Josh 429-0675

Invoice
~~Proposal~~

Page No. of Pages

PROPOSAL SUBMITTED TO <u>Gladwin County</u>		PHONE	DATE <u>Dec 7, 2016</u>
STREET		JOB NAME <u>Health Dept.</u>	
CITY	STATE	ZIP CODE	JOB LOCATION
ARCHITECT	DATE OF PLANS		JOB PHONE

We hereby submit specifications and estimates for:

Sawcut demo 2 man holes in south parking lot. Poured and finished new concrete around drains.

Gladwin County Finance Committee

DEC 07 2016

Approved By [Signature]

We Propose hereby to furnish material and labor - complete in accordance with above specifications, for sum of:
 Payment to be made as follows: _____ dollars (\$ 1,050.)

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized
Signature [Signature]

Note: This proposal may be
 withdrawn by us if not accepted within _____ days.

Acceptance of Proposal The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Signature _____

Date of acceptance _____

Genesis Computer Systems LLC300 West Cedar Ave
Gladwin, MI 48624Phone 989-426-3121
Fax 989-246-1404
www.genesispc.us**Order:****8812**

12/06/2016 10:40AM

Date Due: 1/05/2017

Station: 2

Account 6132 Code 9894266871 By 003
W 989 426-6871 Page 1
Terms 10 PO # PER TERRY WALTERS
In-House Technician**Bill To****MariAnne Hill**
Emergency Management Homeland Security
Glad County
555 W Cedar Ave
Gladwin, MI 48624**Ship To****MariAnne Hill**
Emergency Management Homeland Security
Glad County
555 W Cedar Ave
Gladwin, MI 48624

Notes: 12/06/2016 10:39AM

THIS IS FOR THE DELL 17R THIS PRICE IS GOOD FOR 30 DAYS

SKU	Description	Quantity	B'rdr	Price	Discount	Total T
23181	DELL INSPIRON 1501 BATTERY	1.00	1.00	69.99	0.00	69.99
	Batteries				SubTotal	69.99

SubTotal: 69.99

Exempt: 0.00

TOTAL: 69.99

Total Paid: 0.00

Change Due: 0.00

Remaining Balance: 69.99

Thank you for your order/repair from Genesis Computer Systems LLC of Gladwin, MI. There is no returns on computer software. There is no returns on SPECIAL ORDER ITEMS, IF WE HAVE TO ORDER THEN IT'S CONSIDERED SPECIAL ORDER. THERE ARE NO RETURNS ON ANY/ALL OPENED/ACTIVATED PREPAID MOBILE PHONES OR PREPAID CARDS. WARRANTY on repairs is 30 DAYS LABOR 90 DAYS PARTS (printers, scanners and other external devices carries 30 day warranty). "ALL WARRANTIES BEGIN ON DATE UNIT REPAIRED" EXCEPT ON NEW COMPUTERS WHICH CARRY 1 YEAR PARTS, 1 YEAR LABOR. ANY ITEMS LEFT AT GENESIS COMPUTER SYSTEMS LLC FOR 30 DAYS OR MORE IS CONSIDERED ABANDON AND BECOMES THE PROPERTY OF GENESIS COMPUTER SYSTEMS LLC AND AT OUR DISCRETION DO AS WE DEEM NECESSARY WITH SAID ITEM. Genesis Computer Systems LLC of Gladwin, MI is not responsible for the loss of any customer's data on any electronic media or storage devices. Backing up of customer's data on any electronic media or storage devices is the responsibility of the customer. By having your items serviced/repaired at Genesis Computer Systems LLC of Gladwin, MI. You understand the above terms and agree to abide by such.

SIGNED _____
DATE _____

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I.T. RIGHT

**Information Technology Solutions that
Work for Local Government**

5815 East Clark Rd Suite G
Box 160
48808 Bath
United States

QUOTE

Number ITRQ7767

Date Nov 22, 2016

Sold To

Gladwin County
Gayle Reid

Ship To

Gladwin County
Gayle Reid

From The Desk Of



mallen

855-487-4448

mallen@itright.com

Phone
Fax

Phone
Fax

Here is the quote you requested.

Terms

P.O. Number

Ship Via

Line	Qty	Description	Unit Price	Ext. Price
------	-----	-------------	------------	------------

1	1	Dell-IMSourcing 40 WHr 4-Cell Lithium-Ion Battery - Lithium Ion (Li-Ion) - 14.8 V DC - 1 Pack		
---	---	--	--	--



Always on the go? No more worries about running out of battery power! You can power your Laptop with this light weight and easy-to-carry 4-Cell Lithium-Ion Battery from Dell™. With a capacity of up to 40 WHr, the battery lets your laptop work seamlessly when you are on the move. This battery provides uninterrupted reliable performance you need to get the most out of your laptop.

135-

Please contact me if I can be of further assistance.

SubTotal

Tax

Shipping

Total

\$0.00

\$0.00

Thanks for choosing I.T. Right!

Page 1 of 1

Pricing

We are pleased to provide the following price to Gladwin County Treasurer. The Canon DR6010C-- with a small footprint, high resolution image quality for cost-effective input in any application.

Canon Scanner DR6010C

Item Features and Specifications

Document Size

Maximum ADF Capacity 100

ADF Minimum 2.1" x 2.8"

ADF Maximum 8.6" x 14" (39.4" Long Doc Mode)

Scanning Speed

Bitonal, Duplex 120 ipm @ 200 dpi, Landscape

Bitonal, Simplex 60 ppm @ 200 dpi, Landscape

Color, Duplex 120 ipm @ 200 dpi, Landscape

Color, Simplex 60 ppm @ 200 dpi, Landscape

Scanner Key Features

Scanning Mode Duplex/Simplex

Image Output

Grayscale Bitonal Color

Document Feeding

Auto Document Feeder

Daily Duty Cycle 7,500

Resolution 100-600

Color Drop Out Custom/Blue/Green/Red

Connectivity

Interface SCSI orUSB 2.0

Driver Support ISISorTWAIN

Installation and Training

Cost per unit..... \$ 2990.00

Payment Terms

- **Terms: Net 30 days**
- **Delivery: Customer Pays Shipping**
- **Tax: If applicable**

**COUNTY OF GLADWIN
ACCOUNTS PAYABLE VOUCHER**

VENDOR NUMBER:

VOUCHER NUMBER: _____

VENDOR NAME AND ADDRESS:

INVOICE NUMBER: _____

Vital Records Charges

1099 YES NO (CIRCLE ONE)

P.O. Box 30721

Lansing, MI 48909

INVOICE DATE _____

DESCRIPTION:

CO-OP - Removal

Gladwin County Finance Committee

DEC 07 2016

Approved By [Signature]

ACCOUNTS DISTRIBUTION:

<u>101</u>	<u>229</u>	<u>835</u>	<u>002</u>	\$ <u>26.00</u>	IND-CO-OP
_____	_____	_____	_____	\$ _____	
_____	_____	_____	_____	\$ _____	
_____	_____	_____	_____	\$ _____	

TOTAL

\$ 26.00

RETURN INSTRUCTIONS:

MAIL TO VENDOR YES ☒ NO
(CIRCLE ONE)

OR

RETURN TO Erica Mead
Prosecutor's Office

IT IS HEREBY CERTIFIED THAT THE
ABOVE ACCOUNT IS TRUE AND CORRECT
AND THAT NO PART OF THE SAME HAS
BEEN PAID

[Signature]
SIGNED

ADDITIONAL COMMENTS:

Christy VanTiem

From: Darrell Schlese <schlesed@clareco.net>
Sent: Friday, December 09, 2016 9:46 AM
To: Rhonda Reppert, Christy VanTiem
Subject: RE: Transfer of \$ for Law Library

Let's transfer in \$1200 from the Circuit fringes. It appears to me that will leave both the Law Library and the Circuit Fringe line in the black (unless you know something additional that will be coming out if the fringe line, Christy). The end of November, there was \$10,283 left in there and November's expenses were \$8,612, so we should be able to move \$1,200 out of there into the library.

If either of you see any flaws in my logic, let me know. Otherwise, complete the transfer on Monday and Rhonda, submit the bills when you get them.

Thanks.

Darrell

From: Rhonda Reppert [mailto:rreppert@gladwincounty-mi.gov]
Sent: Thursday, December 08, 2016 4:17 PM
To: Darrell Schlese <schlesed@clareco.net>
Subject: Transfer of \$ for Law Library

Hi, Darrell

Attached is a printout of messages between Christy VanTiem and I. Especially note the highlighted portion, since she wanted that information relayed to you.

Thanks.

Rhonda

Laura Brandon-Maveal

From: Darrell Schlese <schlesed@clareco.net>
Sent: Wednesday, November 30, 2016 10:36 AM
To: Laura Brandon-Maveal; Christy VanTiem
Cc: Rhonda Reppert
Subject: Law Library

Rhonda informs me that the we are going to be short in the Law Library at the end of the year. She believes that \$500 would keep us in the black. Since this is a Circuit Court responsibility, could you please transfer \$500 out of the CC Fringe line (101-131-720.000) to the Law Library (269-000-699.101) to keep us solvent?

Thanks.

Gladwin County Finance Committee

DEC 07 2016

Approved By

12/01/2016

To: Sheriff Mike Shea
Clerk Laura Brandon-Maveal

Re: PTO Payout Request

I am requesting a payout of my PTO in the amount of 95 hours. I currently have 103 hours banked, and this will leave me 8 hours until January 1, 2017. I understand this request is coming earlier than my anniversary date of January 1, however I have experienced some minor financial setbacks (unexpected medical expenses) and need the additional monies to help cover these costs. I have no expected or planned time off requests for the month of December, and will be receiving my annual PTO on Jan 1, 2017, so this will not place an undue burden on the department or myself. Thank you for your consideration in this matter.

Respectfully,

Charles Peters

\$1624.50

101-422-704.00

Gladwin County Finance Committee

DEC 07 2016

Approved By

December 2, 2016

To: Board of Commissioners

From: James Maveal

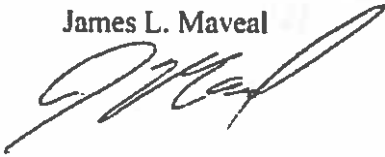
RE: Payment for unused vacation

Please consider this letter my request to be paid out for the 67 unused hours of vacation, as stated per union contract. My anniversary is January 1st, and I will be unable to use the time by then, or use it as a carry over into next year.

Thank you in advance for your attention in this matter.

Respectfully,

James L. Maveal



Gladwin County Finance Committee

DEC 07 2016

Approved By

\$ 1482.71
101-430-738.00

To: Benette

November 23, 2016

35

I am requesting a payout of ~~40.50~~ hours of my unused Vacation Time.

Thank You

Stacey DeMoines
Stacey DeMoines

Christy L. L.

1-1-17

\$576.10
100-253-705.00

Gladwin County Finance Committee

DEC 07 2016
[Signature]
Approved By

MERSA

De Moines

December 1, 2016

To: Laura Brandon-Maveal
From: Michael J. Greer

Re: unused annual leave pay-out

I wish to request payment for 35 hours of accrued leave time, per the Court Personnel Policy and the Court Union Contract.

If you need further information, please contact me.

\$ 1110.20
107-136-704. wj

Gladwin County Finance Committee

DEC 07 2016

Approved By

December 1, 2016

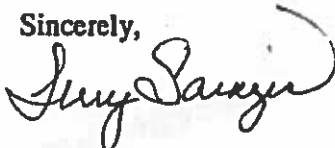
Dear Sheriff Shea,

I would like to inform you that I am retiring from my position with the Gladwin Co. Sheriff Department as a 911 Dispatcher, effective January 22, 2017.

Thank you for the numerous opportunities for professional and personal development that you have provided me over the past 16½ years. I have enjoyed working for the Sheriff Department and appreciate the support provided me during my time with the department. The job of a 911 Dispatcher has been the most fulfilling job I have ever had. Now it is time to move on and spend more time with family.

While I look forward to enjoying my retirement, I will sadly miss my co-workers very much. I couldn't ask for a better group to work with on a day to day bases. You all are much more than co-workers.

Sincerely,



Terry Sarazin

cc:

Mike Brubaker
Karee Barlow
Laura Brandon-Maveal

Gladwin County Finance Committee

DEC 07 2016

Approved By



November 23, 2016

Christy,

I would like to donate 35 hours of my sick time to Nicole Sheehan.


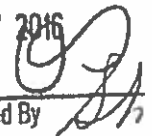


Tammy Lane



Gladwin County Finance Committee

DEC 07 2016


Approved By 

November 15, 2016

Dear Darrell:

Please be advised that I want to take 2 days (14 hrs.) of my sick time and transfer it to Nichole Sheehan in the clerk's office. Please approve this request. Thank you.

Regards,

Chris

Christal J. Richards

Date: 11-22-16

Approved: _____

[Signature]

Gladwin County Finance Committee

DEC 07 2016

Approved By *[Signature]*

- All Signs
- Promotional Items
 - Bookmarks
 - Bumper Stickers
 - Calendars
 - Magnets
 - Notepads
 - Pens
 - Stickers
 - Water Bottle Labels
- Events & Holidays
 - Banners
 - Calendars
 - Club Card Flyers
 - Greeting Cards
 - Invitations
 - Name Tags
 - Note Cards
 - Photo Cards
 - RSVP Cards
 - Save The Date Cards
 - Step & Repeat Banners
 - Thank You Cards
 - Tickets
- Packaging
 - Bag Toppers/Header Cards
 - Boxes
 - DVD Packaging NEW
 - Hang Tags
 - Labels
 - Packaging Sleeves
- Services
 - Custom Product Builder
 - Custom Quote
 - Design Services
 - Mailing Services

Laura - 12-7-14
 At some point when you are available I need to order these using credit card. Can you let me know when it would be a good time?

Gladwin County Finance Committee

DEC 07 2013

Approved By

Shopping Cart

[Continue Shopping](#)

[Checkout Now](#)

Untitled

[Remove item](#) [Duplicate item](#)

pretrial_summary.pdf

\$199.44

- Product: Carbonless Forms
- Size: 8.5" x 11"
- Paper Type: 3-Part Set (White/Yellow/Pink)
- Ink (1-Color): Black
- Printed Side: Front Only



- Glued Edge: Top
- Quantity: 1000
- Turnaround: 6 Business Days
- Proofing: PDF Proof Requested

Blank Back

Calculate Shipping & Estimated Delivery Date

Ship to

[Show options](#)

☒ **4 Day Transit**

Wednesday, December 21

\$36.62

☐ **2 Day Transit**

Monday, December 19

\$79.94

☐ **1 Day Transit**

Friday, December 16

\$174.03

* Order by 5pm pt / 8pm et

[See more details & restrictions](#)



Order Total

Printing Cost \$199.44

Discount \$0.00

Shipping \$36.62

Tax \$0.00

Total Cost \$236.06

Do you have a gift certificate or gift code? Add it here

[Continue Shopping](#) [Redeem](#) [Checkout Now](#)



Loading..

[UPDATE](#)



Vistaprint Promotional Products

Jamerry Nails Print Portal Reseller

Everything to market your business.

United States EN



Search

Help is here.
1 866 614 6002My Account
Hello Kayli

Cart

All
ProductsHoliday
Cards &
GiftsBusiness
CardsMarketing
MaterialsSigns &
PostersInvitations &
StationeryClothing
& BagsDigital
Marketing

Specials

My Cart | 1 Item



Edit Your Design

Signature Business Cards

ERICA M. MEAD

Qty 500

Remove

Show Selected Options

ITSBACK

Item Total

35.⁰⁰
- 13.77

21.23
+ 6.99

28.22
x .04

1.13

Promotional Code

ITSBACK

Apply

Only one promo code per order, please

Promo code **ITSBACK** has been applied:

Save up to 60% sitewide Details

total = 29.91

Product Total

You Save

Get a Matching Website, Start Your FREE Trial Today!

Get your business online in just minutes. Create a professional looking website. No technical skills required! | Learn More

Try 1-Month FREE! Then, only

\$18.00 \$13.49 per month.*

☐ Add to cart

Continue Shopping

Chi



Help
1 866 614 8002

Checkout

☒ Shipping☐ Payment☐ Review☐ Order Complete

Shipping Address

Gladwin County
401 West Cedar Avenue
Gladwin, MI 48624
United States of America
9894263421
Prosecutor's Office
Change

Billing Address

Gladwin County
401 West Cedar Avenue
Gladwin, MI 48624
United States of America
9894263421
Prosecutor's Office
Change

Choose a delivery speed

Delivery times apply to orders placed before 6:00 PM ET. Order placed after that time will be processed the following business day. **Order within the next 2 hour(s) and 8 minute(s) to lock in the "by" dates shown below.** Shipping & Delivery Details

☐ **Express: 3 Business Days \$24.99**
Get it by December 12.

☐ **Standard: 5 Business Days \$13.99**
Get it by December 14.
Get it even faster.

☒ **Economy: 8 Business Days \$6.99**
Get it by December 19.

[Next](#)

[Back](#) to search results for "veterinary scale"

660lb Veterinary Dog Scale with Stainless Steel Platform and Rubber Mat for Dog Cat Pet Alpaca Llama Sheep Fish

by IBE Supply

18 customer reviews

16 answered questions

Price \$265.51 + \$29.49 shipping

Only 9 left in stock

Get it as soon as Dec. 6 - 9 when you choose Expedited

Shipping at checkout

Ships from and sold by IBE SUPPLY.

- 37" x 20" STAINLESS STEEL PLATFORM
- Max. 660 lbs / 300 kg in 0.2 lb / 100g increments
- Can be plugged in or use 4 x 1.5V AA Battery
- Wall-mountable large LCD display with back-ld
- Weighs in Kg, lbs

New (5) from \$265.51 + \$29.49 shipping

Share

Qty 1

\$265.51 + \$29.49 shipping

Only 9 left in stock Sold by IBE

SUPPLY

Add both to List Add to Cart

Turn on 1-Click ordering for this browser

Ship to:

CHICAGO, IL 60290

CYBER MONDAY
DEALS WEEK

in Office Products

Shop now



EatSmart

EatSmart Precision
Accuracy 100%
Guaranteed

EatSmart Precision Choice Digital

Bathroom Scale

7

\$34.95 \$11.95

Frequently Bought Together



Total price \$458.41

Gladwin County Finance Committee

DEC 07 2016
Approved By

Laura Brandon-Maveal

From: Kayti Newman <kenewman18@yahoo.com>
Sent: Monday, November 28, 2016 11:48 AM
To: County Clerk
Subject: Re: Kayti Newman wants you to see this item at Amazon.com

I did not order it, I would request it to be a credit card purchase.

Thank you,

Kayti

On Monday, November 28, 2016 11:18 AM, County Clerk <countyclerk@gladwincounty-mi.gov> wrote:

It looks correct. Did you order it and will be reimbursed? Or do you need the Board to grant authorization for me to use the credit card to order?

From: Kayti Newman [mailto:kenewman18@yahoo.com]
Sent: Monday, November 28, 2016 9:53 AM
To: County Clerk <countyclerk@gladwincounty-mi.gov>
Subject: Fw: Kayti Newman wants you to see this item at Amazon.com

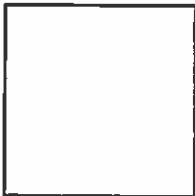
On Sunday, November 27, 2016 11:18 PM, Kayti Newman <kenewman18@yahoo.com> wrote:

Laura,

Can you please make sure the specs are ok for this for the monitor I just ordered. If so, this seems to be the best deal and I would like to order it if I have money in my budget. I only need 1.

Thanks,

Kayti

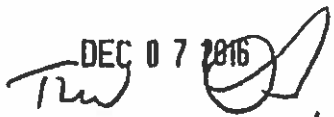


Fellowes PrivaScreen Privacy Filter for 27.0 Inch
Widescreen Monitors 16:9 (4815001)
Fellowes
~~\$125.68~~ \$123.63

Sent using [Amazon Mobile for iPhone](#)

Sent from my iPhone

Gladwin County Finance Committee

DEC 07 2016

Approved By 

December 1, 2016

Laura Brandon-Maveal
Gladwin County
401 W Cedar
Gladwin, MI 48624

RE: Service Credit Purchase Process Updates Coming Soon

Dear Laura,

Based on customer feedback and the unique needs of each municipality, we are implementing a new process for service credit purchase requests effective **January 3, 2017**. Prior to this date, your municipality will need to determine if it will offer employees the option to purchase additional service credit.

If your municipality opts to offer this option, you do not need to take any immediate action. However, MERS will require that as of January 3, all requests for service credit purchase estimates must come from you - the employer - through an online web form coming soon to the MERS website. Employees contacting MERS to request an estimate will be instructed to reach out to you to facilitate the request. Please note that if an employee elects to purchase service credit, your municipality's governing body will still be required to approve the final purchase.

Additionally, to assist you with your due diligence in approving these requests, we have improved the **Application for Additional Service Credit Purchase** to provide more straightforward information on the calculation assumptions and potential financial impact to your municipality.

If you choose **not** to provide employees the opportunity for service credit purchases, you will need to complete and return the enclosed **Service Credit Purchase Opt-Out Form** so that MERS is aware of your decision.

If you have questions regarding these changes, please contact your Benefit Plan Coordinator by calling 800-767-MERS (6377).

Sincerely,

Municipal Employees' Retirement System of Michigan

Service Credit Purchase Opt-Out Form



1134 Municipal Way Lansing, MI 48917 | 800.767.MERS (8377) | Fax 517.703.9711

www.mersofmich.com

The _____
(Municipality name) (Municipality #)

is a participating municipality in the Municipal Employees' Retirement System of Michigan (MERS). Per the MERS Defined Benefit Plan Document, Sections 18 and 19, the MERS Defined Benefit Plan allows for participating employees to purchase governmental and generic service credit under specific conditions.

By signing and submitting this form, the municipality listed above elects to eliminate the option for participating employees to purchase additional service credit. Participants calling MERS to request a service credit purchase estimate will be notified that their employer does not allow for this option.

This provision form between the municipality and MERS will be on record as the municipality's affirmative election that MERS will no longer provide estimates for additional service credit purchases to its participating employees until an amendment to your adoption agreement is made to indicate otherwise.

As this is an administrative preference initiated by the employer on how MERS should administer this benefit, no resolution by the governing body is required to implement this request.

Please make a selection below:

- ☐ This provision applies to all divisions.
- ☐ This provision applies only to the following divisions (list applicable division numbers below):

Approved by _____ on _____
(Name of approving representative) (Date)

Authorized signature: _____

Contact type for MERS: _____
(Human Resources, Finance, Reporting Portal, Primary)

AGREEMENT FOR EXTENSION SERVICES

This AGREEMENT FOR EXTENSION SERVICES ("Agreement") is entered into this 13th day of December, 2016 by and between Gladwin County, Michigan ("County"), and the BOARD OF TRUSTEES OF MICHIGAN STATE UNIVERSITY ("MSU") on behalf of MICHIGAN STATE UNIVERSITY EXTENSION ("MSUE").

WHEREAS the United States Congress passed the Smith-Lever Act in 1914 creating a National Cooperative Extension System and directed the nation's land grant universities to oversee its work; and,

WHEREAS MSUE helps people improve their lives by bringing the vast knowledge resources of MSU directly to individuals, communities and businesses; and,

WHEREAS For more than 100 years, MSUE has helped grow Michigan's economy by equipping Michigan residents with the information needed to do their jobs better, raise healthy and safe families, build their communities and empower our children to succeed; and,

WHEREAS It is the mission of MSUE to help people improve their lives through an educational process that applies knowledge to critical issues, needs and opportunities; and,

WHEREAS MSUE meets this mission by providing Extension educational programs in the following subject matter areas:

- Agriculture & Agribusiness
- Children & Youth Development, including 4-H
- Health & Nutrition
- Community & Economic Development, Natural Resources

NOW THEREFORE in consideration of the mutual covenants herein contained, and other good and valuable consideration, the parties hereto mutually agree as follows:

A. MSUE will provide:

1. Access to programs in all four MSUE Institutes to residents in your County. This includes access to educators and program instructors appointed to the Institutes and MSU faculty affiliated with each Institute to deliver core programs.
2. Extension Educators and program staff as needed to implement programs within the County, housed at the county office.
3. A county 4-H program. 0.5 FTE 4-H Program Coordination.
4. Salary and benefits of MSUE Personnel and the cost of administrative oversight of Personnel.
5. Operating expenses, per MSU policy, for MSUE personnel ("Personnel").

6. Supervision of MSU-provided academic and paraprofessional staff. Supervision of county employed clerical staff and/or other county employed staff, upon request.
7. Administrative oversight of MSUE office operations.
8. An annual report of services provided to the residents of the County during the term of this Agreement, including information about audiences served, and impact of Extension programs in the County.

B. The County will Provide:

1. An annual assessment that will be charged to the county and administered by MSUE. The assessment will help fund Extension services for the County, including operating expenses for certain Extension personnel and the operation of the County 4-H program.
2. Office and meeting space meeting the following requirements:
 - a. Sufficient Office space to house Extension staff as agreed upon between the County and the MSUE District Coordinator.
 - b. Utilities, including telephone & telephone service sufficient to meet the needs of Personnel utilizing the MSUE office space.
 - c. High-speed Internet service sufficient to meet the needs of Personnel utilizing the MSUE office space.
 - d. Access to space for delivering Extension programs.
 - e. Access to the office building and relevant meeting spaces must be ADA compliant/accessible
3. Clerical support staff for the MSUE office as agreed upon between the County and MSUE District Coordinator that will perform clerical functions, including assisting County residents in accessing MSUE resources by office visit, telephone, email, internet and media. The clerical support staff will be either a County employed clerical staff, or the County will provide funding for an MSUE employed clerical staff.

.6 FTE County employed Clerical Support Staff

Optional:

4. Funding for additional Extension educators at \$0. (0 FTE * \$98,225.) assigned to County and reporting to 0.
5. Funding for additional 4-H program capacity 0.5 FTE
6. Funding for additional paraprofessional(s) at 0 FTE

7. Collection and distribution on behalf of MSUE funds provided by the millage approved by the voters of Gladwin County on November, 2014. The millage collected will provide funds for the following:
 - a. Annual Extension Assessment, contributions of MSUE and County as outlined in this Agreement and other usual and customary Extension Office Operating and Personnel expenses.
8. Total Annual Assessment in the amount of **\$72,229.**

Payments due and payable under the terms of this Agreement shall be made on the first of the month, of the first month, in each quarter of the county fiscal year, unless otherwise requested and agreed as provided below.

Payment mailing address: MSU Extension Business Office, 160 Justin S. Morrill Hall of Agriculture, 446 West Circle Drive, Michigan State University, East Lansing, MI 48824.

C. Staffing and Financial Summary

- A. Base Assessment (includes 0.5 FTE 4-H Program Coordination) \$41,879.

ADDITIONAL PERSONNEL

- B. 0 FTE Clerical Support Staff to be employed by MSU \$0.
- C. 0 FTE Educator (Program Area) \$0.
- D. 0.5 FTE Additional 4-H Program Coordination \$30,351.
- E. 0.5 FTE Additional paraprofessional staff \$0.

TOTAL COUNTY ASSESSMENT PAYABLE TO MSU FOR FY 2017: \$72,229.

I. Term and Termination

The obligations of the parties under this Agreement will commence on January 1, 2017 the first day of the County budget year 2017 and shall terminate on the last day of such County budget year 2017. Either party to this Agreement may terminate the Agreement, with or without cause, with 120 days written notice delivered to Michigan State University Extension, Justin S. Morrill Hall of Agriculture, 446 W. Circle Drive, Room 160, East Lansing, MI 48824 if to MSUE and delivered to Gladwin County Board of Commission, 401 W Cedar Ave, , Gladwin, MI 48624, if to the County.

II. General Terms

1. **Independent Contractor.** The University is an independent contractor providing services to the County. The County and MSU do not have the relationship of legal partners, joint venturers, principals or agents. Personnel have no right to any of County's employee benefits.
2. **Force Majeure.** Each party will be excused from the obligations of this agreement to the extent that its performance is delayed or prevented by circumstances (except financial) reasonably beyond its control, including, but not limited to, acts of government, embargoes, fire, flood, explosions, acts of God, or a public enemy, strikes, labor disputes, vandalism, or civil riots.
3. **Assignment.** This agreement is non-assignable and non-transferable.
4. **Entire Agreement.** This Agreement, with its Appendix "A" is the entire agreement between MSU and the County. This Agreement supersedes all previous agreements, for the subject matter of this Agreement. The Agreement can only be modified in writing, signed by both MSU and the County.
5. **No Third Party Beneficiaries.** This Agreement is solely for the benefit of MSU and the County and does not create any benefit or right for any other person, including residents of the County.
6. **Indemnification.** Without waiving any claim of governmental immunity, each party will protect, defend and indemnify the other and its elected officials, agents, representatives, volunteers and employees from any and all liabilities, claims, liens, fines, demands and costs, including attorney fees, of whatsoever kind and nature, such as, but not limited to, those resulting from injury or death to any persons, including the other party's own employees, or from loss or damage to any property, including property owned or in the care, custody or control of the other party, arising out of the negligence or willful misconduct of the indemnifying party or its agents, representatives and employees, or any subcontractor or its agents, representatives and employees, in connection with this Agreement. The obligations of the parties will survive any termination of this Agreement or completion of parties' performance under this Agreement.
7. **Nondiscrimination.** The parties will adhere to all applicable federal, state and local laws, ordinances, rules and regulations prohibiting discrimination. Neither party will discriminate against a person to be served or any employee or applicant for employment because of race, color, religion, national origin, age, sex, disability, height, weight, marital status, or any other factor prohibited by applicable law.

The individuals signing below each have authority to bind MSU and the County, respectively.

**BOARD OF TRUSTEES OF
MICHIGAN STATE UNIVERSITY**

By: _____

Daniel T. Evon, Director,
Contract & Grant Administration

Its: _____

Date: _____

Gladwin COUNTY

By: _____

Print name: _____

Its: _____
(title)

Date: _____

Appendix A

Technical Standards for County Internet Connections

Michigan State University Extension (MSUE) employs the use of technology to meet the ever changing needs of our constituents. We strive to utilize standard, enterprise tools when appropriate, but also recognize the need to evolve with the times and utilize innovative tools to reach a broad array of people.

MSUE does support and encourage the use of technologies that others may not, including social media applications. We view communication with our constituents through channels such as Facebook, Twitter, and Second Life to be critical to our work. MSUE staff are required to follow the MSU Acceptable Use Policy (AUP) <https://tech.msu.edu/about/guidelines-policies/aup/>.

We ask that our county partners provide Extension personnel access to a high-speed Internet connection. From that access, the easiest way to create a secure path to necessary applications is to open the full MSU Internet Protocol Range to and from your network, as well as opening social media sites to the addresses used by MSUE staff at your location. MSUE is prepared to support end user needs if there is high-speed internet, networking to clients, and phone system support. MSU will provide firewall functionality and client support. To discuss this possibility please contact your MSUE District Coordinator. To provide the needed services on county equipment review the following MSU-owned ranges:

The MSU-owned ranges are:

NetRange	35.8.0.0 - 35.9.255.255
CIDR	35.8.0.0/15

If you would like to narrow the scope further for additional protection, some of the addresses that will need to be allowable include:

35.9.15.43 (80) (search.msu.edu)
35.9.160.36 (1935,443) (authentication)
35.8.201.221 & 35.8.201.212 (10020) (ProofPoint)
35.9.83.132 (all) (vpn.msu.edu)
35.9.81.150 (zoom.msu.edu)
35.9.121.189 and 190 (443) (SharePoint)
35.8.200.57 (80 and 443) (SharePoint)
35.9.121.221, 223, and 225 (443) (Exchange)
35.8.200.56 (80 and 443) (Exchange)
35.8.200.2—35.8.200.7 (443 TCP, 3478 UDP, 50,000-59,999 TCP/UDP) (Lync)
35.8.201.200 (443 TCP) (Lync)
35.9.121.238 & 35.9.121.211 (TCP - 80, 443, 445 & TCP/UDP - 135, 137-139, 2701-2704, 49152-65535)
35.8.200.58 (80 and 443) (Lync)
35.9.14.169 (80 and 443) (D2L – Desire to Learn)

The following applications are necessary on all computers – MS Office (preferably 2013, MSUE provides MS licensing), Lync 2013 Client, Acrobat, Zoom Client, SAP client, VPN client, AntiVirus (SEP can be provided by MSUE). (IE 10 or higher, or most recent version of Chrome and Firefox)

Other notable web server/sites IP addresses:

CANR.msu.edu – 35.8.201.199

MSUE.anr.msu.edu – 35.8.201.199

Events.anr.msu.edu – 35.8.200.220
web2.canr.msu.edu | web2.msue.msu.edu - 35.8.200.220
Expression Engine – 35.8.201.215
Web Hosting environment (other ANR websites) – 35.8.201.217
Master Gardener (External) – 128.120.155.54
Extension.org (External) – 152.46.27.147
Msu.zoom.us (External) – 54.165.201.102

Some configuration changes are necessary to support services such as SharePoint, including modifications to Internet Explorer. These can always be found on the ANR Technology web site.

Questions may be directed to support@anr.msu.edu, where they will be routed to the best person to assist you.

Data Minutes

December 7th, 2016

Gladwin County District Commissioners Chamber

9:00 Present: Chuck Hinman, Sharron Smith, Kim Halis, Paul Trinko, Laura Brandon-Maveal, Ann Manning-Clayton, Ray Hartwell, Christy Van Tiem, Dave Nichols

- **Amalgam/ Dave Nichols** was here with information regarding an updated program for Equalization that is compatible with the BS&A. It is an increase of \$1000 per year an increase from \$3500 to \$4500 per year. Each township receives free access to GIS information when they change over to new website as it is completed. Current township officers and assessors will be issued a new password to access GIS information. The online site brings in about \$10,000 a year.
- **Steve Starr/ DayStarr Communications** was not here for the meeting. The communication process was not fulfilled properly.
- **Lap Top Terry** is using needs battery IT quote was \$135 and Genesis was \$70.00
- **Treasurer** needs a new scanner and it was quoted through I.T.RIGHT at about \$5,000. The quote from Graphic Science is \$2,900. This is for the finance tax foreclosures.
- **I.T.** only adult porn sites are reported monthly. Possibly not have any reporting at all. It is the Department Heads responsibility to track the computer use for things other than business.

Respectfully submitted by Gayle L. Reid, Executive Secretary
Gladwin County District Board of Commissioners

GLADWIN COUNTY DISTRICT LIBRARY CIRCULATION REPORT Nov 2016

Registered Patrons Report

	Added (net)	Added to date	TOTAL 11/1/2016	Total Aug 2009
Gladwin Main	37	5,892	16,648	10,756
Beaverton	25	2,338	5,794	3,456
TOTAL	62	8,230	22,442	14,212

Circulation Report

	Nov-16	Oct-16	Nov-15	%change from Oct-16	%change from Nov-15
Gladwin Main	5812	6016	6187	-3.4%	-6.1%
Beaverton	2720	2868	2760	-5.2%	-1.4%
TOTAL	8,532	8,884	8,947	-4.0%	-4.6%

Patron Service Desk Activity

	Glad downstairs	Glad Upstairs	Branch	Total	
Reference Questions	180	74	209	463	
Reference Materials Used	54	0	5	59	
Reference Copies Made	63	0	23	86	
Patrons-In Library Use	299	275	354	928	
Number of Programs	6	6	39	51	
CHILDREN's Program Attendance		129	310	439	
Teen Attendance			121	121	
Adult Attendance	65		113	178	
Phone Calls Received	623	16	258	897	
Patron Count	2,011	853	1,688	4,552	
Computer Use	898		729	1,627	
Wireless use	2,758		2,357	5,115	
Online Downloads	165	Audio-books	355	E-books	520
Genealogy	hours	volunteers			New signups 5
Knitting club		2 meeting			8
Booked for Lunch					51
Book Club Beaverton					

OCLC/MEL stats	Borrowed	Loaned	ILL Borrowed	ILL Loaned
Main Library open <u>26 days</u>	<u>259 hours</u>	317		353
Beaverton Br. open <u>26 days</u>	<u>239 hours</u>	175		174

Gayle Reid

From: County Clerk
Sent: Tuesday, November 29, 2016 12:58 PM
To: Christy VanTiem; Gayle Reid; Josh Farrell
Subject: RE: Please Pay

Christy,

Thank you for including me. I will process it today and deliver to Judge Farrell. In the future, any directions for instruction to pay an invoice, or instrument, should be sent to me also. EFT is not a delivery option for this check, as it would take until tomorrow to set up the vendor information. I have contacted Judge Farrell and he will hand deliver to the Clare County Treasurer once received. In addition, since this matter was laid on the table, and not approved at the November 22nd Board meeting, I would ask that it be placed on the next Board agenda for formal approval.

Laura

From: Christy VanTiem
Sent: Tuesday, November 29, 2016 12:50 PM
To: Gayle Reid <gayle.reid@gladwincounty-mi.gov>; County Clerk <countyclerk@gladwincounty-mi.gov>
Cc: Judge Farrell (farrellj@clareco.net) <farrellj@clareco.net>; Commissioners External Address <commexternal@gladwincounty-mi.gov>
Subject: RE: Please Pay

Hi Laura,

I received this email but I do not cut the checks so I am forwarding this email to you so that you can get the check cut and forwarded to Judge Farrell so they have it today.

Christy Van Tiem, CPFIM

Gladwin County Treasurer
401 West Cedar Avenue
Gladwin, MI 48624
(989)426-7251

From: Gayle Reid
Sent: Tuesday, November 29, 2016 12:35 PM
To: Christy VanTiem <christy.vantiem@gladwincounty-mi.gov>
Cc: Judge Farrell (farrellj@clareco.net) <farrellj@clareco.net>; Commissioners External Address <commexternal@gladwincounty-mi.gov>
Subject: Please Pay

Christy,

Please pay \$14,635.80 to Clare County per Don Birgel in order to meet the November 30th deadline that would need to be sent Eft today?

Please send a verification to the Board of Commissioners and Judge Farrell in particular that this is completed.

Judge Farrell Please alert those that need verification on your end. Thank you!

Gayle L. Reid
Executive Secretary
Gladwin County District Board of Commissioners'
401 W. Cedar
Gladwin, MI 48624
Ph: 989-426-4821

Have A Great Day in the United States of America!